




DIVISION MEMORANDUM
No. 231 s. 2018

DEPED-NUEVA ECIJA
RELEASED
SEP 20 2018

RECORDS SECTION

TO : **Secondary School Principals, Administrative Assistant II/Disbursing Officer, Administrative Assistant III/Senior Bookkeeper of:**
Agbanawag National High School
Batitang National High School
Bicos National High School
Cabucbucan National High School
General Luna National High School
Nagpandayan High School
Lambakin High School (Putlod-San Jose National High School Annex)
Putlod-San Jose National High School Annex
Dr. Jose Lapuz Salonga High School (Formerly San Mariano NHS Annex)
Sta. Maria National High School
Sta. Rita National High School
Sto. Rosario National High School, Sto. Domingo
Talabutab Norte National High School

FROM :  **RONALDO A. POZON, Ph.D., CESO V**
Schools Division Superintendent

SUBJECT : Submission of Processing Sheet of Request for Issuance of Agency Code of Secondary Schools

DATE : September 19, 2018

In preparation for your school's fiscal autonomy, we are requiring the immediate submission of **Processing Sheet of Request for Issuance of Agency Code of Secondary Schools** together with the required attachments indicated on the processing sheet (see attached file) to Florinda D. Bernardino on Accounting unit of this Division **on or before September 25, 2018.**

For strict compliance.

